

# Timber Creek Homeowner's Association

P. O. Box 494 - Sisters, Oregon 97759

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## BOARD MEETING MINUTES

April 19, 2025 10:00AM. via Zoom

<b><u>DIRECTORS ATTENDING:</u></b> Debbie Bucher – President Jack Walker – Vice President Rich MacConnell – Secretary John Warnke – Treasurer Matthew Webb – Director	<b><u>OTHERS ATTENDING:</u></b> Ralph Salisbury, Retha Lange, Char Leep, Barry Wetmore, Dennis Regan, JoAn Mann, Roger VanZyl, Ruthanne Rhoads, Gloria Lutz, Debi Wong, Joel Hill, Kay Payne <i>Guests: Troy &amp; Lisa Smith of Troy Builders</i>
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### **BOARD AND ADMIN REPORTS:**

- Meeting was called to order by President at 10:05AM. A quorum was established.
- A motion was made (RM) and seconded (Jack W) to accept the Meeting Agenda.
- A motion was made (John W) and seconded (RM) to approve the Minutes from 1/25/25.
- President: Followed up on power lines on E Cascade. Welcomed new neighbors on Timber Pine. For annual neighborhood picnic, working with balloon artist to establish a date they can attend. Neighborhood yard debris came Thursday 4/10/25 instead of Friday. Working on corner lot, specifically the signage and looking for additional river rock (perhaps Knife River or Tewalt).
- Vice President: Appreciation to Deb B for help with neighbor and open lot parking issue. Noted traffic issues between Hwy 126 and E Cascade have decreased following roundabout completion and new elementary school. AJ Sanchez (541-279-0139) can perform pine needle removal on rooftops for \$125-150 per residence.
- Treasurer: We have collected on all but three homeowner assessments for 2025; one house is in probate (death of owner) and there are two past due homeowners with no balance carried forward. Collected in full on one past due balance from 2024. Light year for snow with only one snow plowing for \$453. Sent out quote requests to replace our existing insurance (will be cancelled this fall). New checking account at First Interstate Bank for road funds has been established
  - Account balances as of 4/16/25:
    - General FI Bank \$27,059
    - Roads FI Bank \$9,065
    - Roads Treasuries \$129,404 with average yield is roughly 4%
- Secretary: Fine schedule and painting guidelines need to be updated on website. Kay Payne volunteered to be Rich's backup for dog bags.
- Director Matt: Only one snow removal was required this winter; Board will need to transition this responsibility to another member next winter since Matt is now on the East coast. Explore alternatives to Sisters Fence for 2025-2026 winter snow removal due to items discussed with Sisters Fence during walk through not being followed. Noted that 4" is the minimum snowfall required for removal.

## **COMMITTEE REPORTS:**

- ARC: Tree removal projects are complete. No new projects currently proposed. We are entering the season when more project proposals are likely.
- Neighborhood Walk Through: Deb, Jack and other Board members to do a neighborhood walk through and note any items that need to be addressed.

## **CONTINUING BUSINESS:**

- Swale Refurbishment: Troy and Lisa Smith or Troy Builders discussed their recent proposal which is the third proposal received by the Board. Background in residential building and excavation with increased workload in lot clearing and fire mitigation. Our swale gravel has clogged over time from tree and roadside debris. Proposing to scratch out top 3" using mini excavator and hand work along edges, haul material away, work systematically down the street, refresh with 3/4" clean crushed with very little minus material. For areas wider than 3.5-4', recommend digging deeper in the center to improve drainage. John W asked to see a sample of the rock and to understand aesthetics and cost of other rock options. Total project anticipated to two weeks. Anticipates a minimal amount of crack sealing will be needed following the work, and this will be a time and material cost adder. John W presented HOA financials for discussing how to fund the swales given \$27k cash available in general account and \$2.9k slated for upcoming speed humps. Board will discuss perhaps using a combination of general fund and street fund to cover upcoming speed hump and swale project or potentially doing only part of the swale project this year in order to preserve cash reserves.
- Firewise & Dept of Forestry Certified Letter Mitigation: Char and Retha part of the Sisters Camp Sherman Fire District for the past seven years and have actively learned about Firewise program and attended recent community events. ***Sisters Fire offers free fire assessments for homes.*** Core guidance is to keep roof clear of pine needles, be aware of dying trees and shrubs, and keep bark dust a minimum of 5' from home foundation. All residents should be aware of "Ready, Set, Go" procedure. Deb proposed passing out Firewise brochures throughout the neighborhood. Ralph noted Steven L of Sisters Fire is willing to give HOA a full presentation and location options were discussed. Dennis R and Ralph S both volunteered to be part of Firewise committee along with Char and Retha.

## **NEW BUSINESS:**

- Next Meeting: The next board meeting will be 9/13/25 at 10:00AM via Zoom with Neighborhood Picnic occurring 9/13/25 or 9/20/25. Board to schedule an interim meeting via Zoom to discuss swale proposal.
- Speed Humps: Project scheduled for the week of May 26<sup>th</sup>. Two speed humps being installed on South Timber Pine by Tri County Paving. When they are complete, the HOA will install chevrons with white thermoply.

## **OWNERS FORUM:**

- How many homes are there in Timber Creek HOA?: John W answered that Timber Creek has 116 lots with 108 houses.

**MEETING ADJOURNED 11:18PM**

**DB motioned, Retha seconded and approved**